

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING
January 22, 2015

1. **Meeting Called to Order** at 1:06 p.m. by Board Chairman, Leon Wolfe, at the Health and Human Services Building, 303 W. Chapel St., Dodgeville, WI, Room 2002.
2. **Roll Call**- Marjorie Bomkamp, Iowa County; Dan Nankee, Iowa County; Jeremy Meek, Iowa County; John Bartels, Lafayette County; Carol Korn, Lafayette County; Leon Wolfe, Lafayette County were present.
Others Present- Cecile McManus, Executive Director; Jan Baker, Financial Officer were present.
3. **Certification of Compliance with Open Meeting Law**- Baker stated that notice of the meeting was posted at designated public places 6 days ago. Let the records show that the meeting was properly posted.
4. **Approval of the Agenda for January 22, 2015** *Motion to approve the agenda made by Bartels; seconded by Bomkamp. Motion carried.*
5. **Approval of the Minutes of the December 18, 2014 Board Meeting** *A motion was made by Korn to approve the minutes; seconded by Bartels. Motion carried.*
6. **Reports from other Board members and members of the audience**- Dan brought in the December 25th Chronicle to show us the thank you Cecile had written to the appeal letter donors. He also showed us Cecile's good article in the News & Views. Cecile and Dan met in Cobb for check signing purposes while Jan was on a cruise. They visited two businesses, and he thinks they may both donate to SUN. On a personal note, John said we are thankful that Cecile wasn't hurt in her recent car accident. Leon added we are thankful they let Jan back in the country.
7. **Aging Resource Center & County Aging Unit Reports**- a. For Lafayette County- None. For Iowa County- None.
8. **Monthly Reports-Possible action**- Cash Flow Statement & C.D. Review: Set-aside funds savings account interest added in December was \$1.66. We have \$82306.57, which equals approximately 2.5 months expenses. Jan's cashflow statement showed that we have cash on hand of \$58955.28. She said we are in a good situation because we received the Lafayette County levy and advance today. Budget Reports: We ended the year with income under budget by \$7770.63, and expenses under budget by \$12268.98. Our net income was \$5479.94 (after correcting the depreciation error of \$321.41). Monthly Participant Numbers: Avoca has another person, not on ContinuUs, which brings the average to 5 per day. Hollandale Monday through Thursday home delivery averages 5 per day also. We ended the year with 36861 meals, which is up 300 from last year. Usage is still 44% Iowa County, and 56% Lafayette County. Cecile said there are less new people participating in Iowa County. *Motion to approve the monthly reports made by Bartels; seconded by Bomkamp. Motion carried.*

9. **2015 Budget – Possible action** We reviewed the approved budget by county and class. It had been amended to increase rent at the Highland and South Wayne sites. *Motion by Korn to approve the amended budget; seconded by Nankee. Motion carried.*
10. **Facility Agreements – possible action** a) Highland – Highland wants us to pay \$100 with the agreement that they will donate \$50 back to us monthly. Nankee said to ask corporate counsel, Matt Allen. Someone suggested we ask our accountant. Cecile will get an answer early next week and email the board. b) South Wayne – Lafayette County Housing Authority wants to increase our rent by \$10 per month. *Motion by Korn to accept \$10 increase; seconded by Bomkamp. Motion carried.*
11. **Staff or Site Issues** a) Schedule Evaluation of Director. Jan was directed to send the blank evaluation form along with the packet to the February 19th board meeting.
12. **Annual Letter of Appeal: Progress Report** Cecile handed out a donor list. Donations totaled \$4002.50.
13. **Foundation Search-Discussion; Possible action**– Cecile said that the 5 year contract that cost \$6500 ends February 5th, 2015. She got 2 grants from the search, which equal what we paid. She passed around a new quote for shorter contract lengths for the board to review. Much discussion. *Motion made by Korn to let the contract expire and not renew it; seconded by Bartels. Motion carried.*
14. **Directors Report-** Cecile said some sites closed due to cold that first week in January.
15. **Grant Update** Cecile got the \$500 grant she requested from Kiwanis for emergency meals. We haven't received donations from the participants for these meals. She wrote grants to DUWI Fund and United Fund.
16. **Training Request-possible action** Cecile said her upcoming WAND conference in Stevens Point is only \$75 now with no added membership fee. They are encouraging people to attend. Her state dietetic conference is April 17th through 19th at Elkhart Lake. Costs are \$345 for registration, and \$100 for room. *Motion made by Nankee to approve Cecile attending, and SUN covering the cost, of the two conferences; seconded by Bartels. Motion carried.*
17. **Chairperson's Report** None
18. **Vouchers-possible action** Motion by Bomkamp to approve vouchers presented for signing; seconded by Meek. Motion carried.
19. **Next Meeting Date & Adjournment** **Next meeting will be February 19th at the Belmont mealsite located at the Belmont Community Building, 222 S. Mound St., Belmont, WI, following lunch.** *Motion by Nankee to adjourn meeting; seconded by Bomkamp. Motion carried.* Meeting adjourned 3:00 p.m.